

PROCEEDINGS OF BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD:

A regular meeting was held on: Tuesday, November 20, 2018

Board Members Present: J. Wieland, B. Clancy, L. Franke, S. King, J. Jansch and K. Lukens

Others Present: K. Pahlow, A. Nizzia, C. Maricque, N. Kohls, J. Titera, and K. Perry

1. Action Item: Call to Order
S. King called the meeting to order at 3:31 PM.
2. Open Forum - None
3. Action Item: Approval of October 16, 2018 Minutes
Motion made by J. Wieland, seconded by B. Clancy, that the minutes from the October 16, 2018 board meeting approved. MOTION CARRIED UNANIMOUSLY.
4. Action Item: Approval of Agenda
Motion made by J. Jansch, seconded by L. Franke, that the agenda for today's meeting be approved. MOTION CARRIED UNANIMOUSLY.
5. Action Item: Donations
A. Nizzia reviewed the donations. High donations this month included a donation from Cropsey's. This donation is held in a separate donations account and is currently being used to purchase adaptive chairs and toilet seats. The Knights of Columbus have generously given proceeds of their Tootsie Roll sales to Hopp.
Motion made by J. Wieland, seconded by J. Jansch, that the November donations be approved. MOTION CARRIED UNANIMOUSLY.
6. Action Item: Payment of Bills
Payments for October 1, 2018 to October 31, 2018 were reviewed and discussed. C. Maricque reviewed the higher expenses for the month which included the sealing and repairs of the parking lot asphalt; Physical Therapy services from CESA #7 for the year that is shared between Hopp and De Pere and monthly transportation from Lamers.
Motion made by J. Jansch, seconded by L. Franke, that the payment of the bills be approved. MOTION CARRIED UNANIMOUSLY.
7. Action Item: Financial Report
Summaries of the Revenue and Expenditures ending September 30, 2018 were reviewed and discussed. Building operations are over budget due to the additional expense of a water boiler [correction-hot water heater]. The door lock system was completed in September which included one more door than budgeted. Two staff leaves and two staff vacancies at the beginning of the year required additional substitutes. Denmark will be transporting the EC students due to the small number of students, so there will be less costs for Lamers.
Motion made by B. Clancy, seconded by J. Wieland, that the financial report be accepted. MOTION CARRIED UNANIMOUSLY.
8. Action Item: 2018-19 Budget Adjustment
On April 17, 2018 the 2017-18 budget was approved by the BCCDEB and later approved by the County Board on June 20, 2018. Since that time, the County has increased the Casualty Insurance for the Brown County CDEB. Due to this increase, additional funds were requested to be levied for the BCCDEB. Additional dollars in levy was approved at the full County Board Budget Meeting on October 31, 2018 to fund the insurance increase.

Motion made by J. Jansch, seconded by B. Clancy, that the budget adjustment to increase property tax and casualty insurance charges by \$18,127 be approved. MOTION CARRIED UNANIMOUSLY.

9. Action Item: Teacher and Therapist Compensation increase for the 2018-2019 School Year
The Teacher/Therapist Compensation committee discussed several options for either a 2% raise or perhaps 1.5% with the .5% to be used to compensate those with their masters or extra compensation for camp or projects. The committee decided on a full 2% across the board. Our teachers are on the low range for pay but it is much better than years ago.
Motion made by L. Franke, seconded by B. Clancy, that a 2.0% salary increase for all teachers and therapists, retroactive to the first contract payment on August 31, 2018, be approved.

10. Action Item: Administrative Compensation increase for the 2018-2019 School Year
Motion made by J. Jansch, seconded by B. Clancy, that a 2.0% salary increase for administrators, retroactive to July 1, 2018, be approved.

11. Action Item: Retirement
Motion made by J. Jansch, seconded by B. Clancy, that the Board approve the retirement of Instructional Aide, Mary Jo Ryan, effective, January 2, 2018. MOTION CARRIED UNANIMOUSLY.

12. Action Item: 2019-2020 Calendar
Administration has worked with the Compensation committee on the 2019-2020 school calendar. The school minute requirements has been met with an additional 2.5 days built in for inclement weather. The committee has begun working on the 2020-2021 school calendar but will need to work with the WDP school district because of our contract with their food service.
Motion made by J. Wieland, seconded by J. Jansch, that the 2019-2020 school year calendar be approved.

13. Discussion Item: Administrator's Report
S. Johnson – Director of Special Education and Pupil Services
K. Pahlow reported in her absence.
- District staff and classrooms are going well.
 - Two maternity leaves are coming up and substitutes are already secured for their absences.
 - District staff will be attending a Short Term Disability presentation for their input.
- A. Nizzia – Principal
- West DePere Elementary School had a gas leak today causing 700 students and staff to evacuate to Syble Hopp School. Hopp Staff were informed and within a matter of minutes we were organized and everything ran smoothly. The evacuation was only for an hour but it was a good practice for us if future emergencies happen. Principal Lau, was so appreciative that he ordered Jimmy Johns for all the staff for lunch.
 - The 3rd Annual Hopp Trot took place. Students made costumes and paraded around the school. Prizes were awarded to the best costumes.
 - *Oliver Day of Kindness* came to Hopp. Southwest High School students organized ornament making for the students. These ornaments will be used to decorate the Northern Building holiday tree and the De Pere City Hall. While some students were making ornaments, others were listening to the story *Oliver the Ornament* read by the author, Todd Zimmerman.
- K. Pahlow – Administrator
- The instructional aides have now formed their own compensation committee. Discussions are similar to the teachers/therapist group with discussion items

pertaining to them.

- The two new bus routes are going well. It is sometimes hard to arrive at school by 8:10 AM due to the congestion on the De Pere bridge in the morning. However, the students are not riding the busses as long as before.
- We have several staff out long term due to injuries, surgeries and maternity. We are all working together to secure substitutes and provide consistency in the classroom.
- Thank you to the board for the wonderful treats that were provided to the staff.

14. Discussion Item: Parent Organization Report

- K. Pahlow reported that the Parent Organization secretary and treasurer have met with C. Maricque to discuss finances and procedures.
- Next year they will have meetings to get more parents involved with the school not just for fundraising.
- A speaker has been scheduled to speak to the parents on Guardianship in January.
- The Sibshop event held this month was a great success. There was a parent panel, activities, the pool and SCY for the kids, and lunch. 18 families and 29 siblings attended.

15. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(e) pursuant to compensation and the investing of public funds at 4:10 PM.

Motion made by L. Franke, seconded by J. Wieland, that the Board move into Executive Session. MOTION CARRIED UNANIMOUSLY.

Meeting opened again at 4:45 PM.

16. Action Item: Adjournment

**Motion made by J. Jansch, seconded by J. Wieland, to adjourn the November 20, 2018 Brown County Children with Disabilities Board meeting at 4:46 PM.
MOTION CARRIED UNANIMOUSLY.**